



REUTERS/Oswaldo Rivas

LAWTEL ADVANCED USER GUIDE



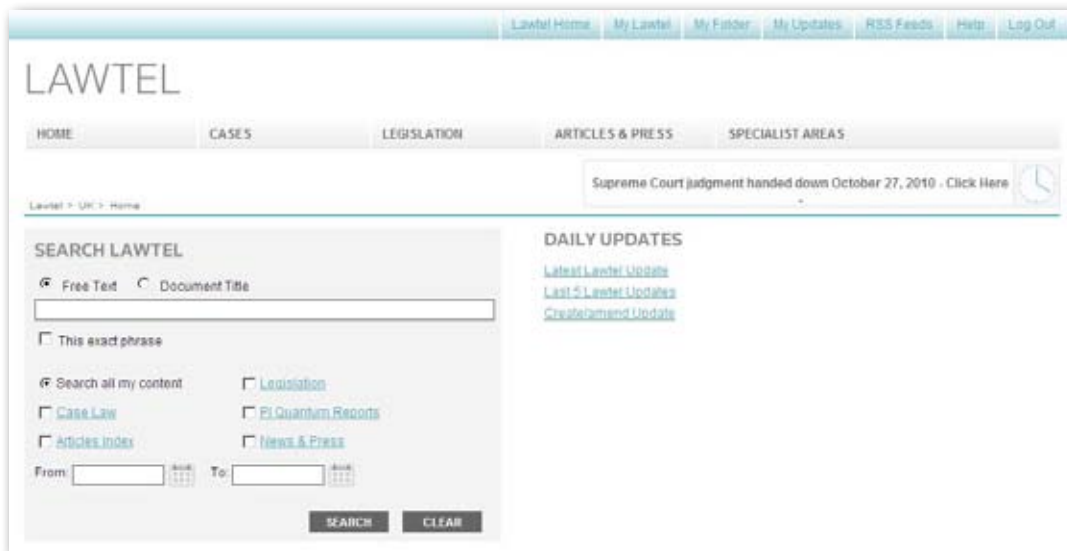
REUTERS/Oswaldo Rivas

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LAWTEL WELCOME PAGE

Once you have logged in to Lawtel you will be taken into the Lawtel homepage. The Lawtel homepage is the access point for all of the services you subscribe to.



WHAT IS LAWTEL?

Lawtel is a current awareness tool focusing on getting you up-to-date quickly with the latest legal developments. Lawtel is updated on a daily basis with the latest cases, legislation and articles.

WHY USE LAWTEL?

For study - citing the latest information could get you extra marks!!

For practice – 64%- of top 100 law firms use Lawtel. Many smaller law firms only subscribe to Lawtel. The top law firms have commented that students entering practice don't know how to use Lawtel and don't even know what it is!

For study and practice - so knowing how to use Lawtel can help you get good marks in assignments and help to impress prospective employers!!

LAWTEL WELCOME PAGE

LAYOUT OF THE SCREEN

Top navigation tool - allows you to personalise your service. The Lawtel icon always returns you to the UK home screen.

ACCESSING CONTENT

Access Lawtel content using the horizontal navigation bar by using a content tab, or links from the content tab dropdown menu.

LAWTEL UK SEARCH

From the main screen you can run a basic search using the search box. Enter your terms and select the content you want to search across.

You can "Select All"

Add in a date restriction to further refine your search

The most effective way of searching is to search by the individual content links listed at the top of the screen.

LAWTEL FILTERS

The new filters option will let you refine your results after the initial search. It is a great way to narrow down your results from the main screen.

The screenshot shows the LAWTEL search interface. At the top, there are navigation links: [Lawtel Home](#), [My Lawtel](#), [My Folder](#), [My Updates](#), [RSS Feeds](#), [Help](#), [Change User](#), and [Log Out](#). Below these, the user is logged in as **ashkthwaat**. The main navigation bar includes [HOME](#), [CASES](#), [LEGISLATION](#), [ARTICLES & PRESS](#), and [SPECIALIST AREAS](#). A search bar is present with the text "Search for words from boxes that relate to you".

The **SEARCH LAWTEL** section includes the following options:

- ☒ Free Text (selected) ☐ Document Title
- ☐ This exact phrase
- ☒ Search all my content
- ☐ Case Law
- ☐ Legislation
- ☐ Periodicals
- ☐ E-Books
- ☐ E-News
- ☐ E-Press

There are also "From" and "To" date pickers and **SEARCH** and **CLEAR** buttons.

The **DAILY UPDATES** section lists:

- [Latest Lawtel Update](#)
- [Last 3 Lawtel Updates](#)
- [Customised Update](#)

The footer includes the Thomson Reuters logo and the text "© 2012 THOMSON REUTERS (PROFESSIONAL) UK LIMITED".

Free Text: "Unfair Contract Terms"

Select Cases > Select Keyword filter: Breach of Contract

The screenshot shows the LAWTEL search results page. The search bar contains "Unfair contract terms". The results are displayed as a list of cases. The first result is **COLLEEN N. THEA DU PLESSIS v. FORTUNE LEISURE PARKS LTD [2012]**. The second result is **MERCEDES TRADING SERVICES (1) STANLEY MANE (2) FORTUNE LEISURE PARKS LTD (3) STANLEY MANE RACING LTD [2012]**. The third result is **CONTRACTS - SALE OF GOODS - TRANSPORT - CIVIL PROCEDURE**. The fourth result is **CONTRACTS - SALE OF GOODS - AVIATION - CONFLICT OF LAWS**. The fifth result is **CONTRACTS - SALE OF GOODS - AVIATION - CONFLICT OF LAWS**.

The **NARROW SEARCH** section on the right shows the following filters:

- UK Cases (371)** [Back to top](#)
- Subjects** [A-Z](#)
 - CONTRACTS (241)
 - CIVIL PROCEDURE (88)
 - SALES AND FINANCE (88)
 - REPRESENTATION (52)
 - CONSUMER LAW (50)
 - INSURANCE (31)
 - DAMAGES (31)
 - SALE OF GOODS (31)
 - COMMERCIAL LAW (30)
 - TORTS (28)
- Keywords** [A-Z](#)
 - UNFAIR CONTRACT TERMS (101)
 - EXCLUSION CLAUSES (81)
 - REPRESENTATION (48)
 - CONTRACT TERMS (41)
 - BREACH OF CONTRACT (39)**
 - DUTY OF CARE (31)
 - PROFESSIONAL NEGLIGENCE (24)
 - REASONABLENESS (24)
 - IMPLIED TERMS (22)
 - JURISDICTION (17)

CASES

Access the Cases advanced search using the Cases link from the main screen, or click on the Cases tab in the navigation bar. The Cases tab has a dropdown menu where you can access other cases content including PI Quantum reports.

The screenshot shows the LAWTEL website's advanced search interface. At the top, there is a navigation bar with links: Lawtel Home, My Lawtel, My Folder, My Updates, RSS Feeds, Help, and Log Out. Below this, a secondary navigation bar includes tabs for HOME, CASES, LEGISLATION, ARTICLES & PRESS, and SPECIALIST AREAS. The user is logged in as LLONGHURST. A breadcrumb trail indicates the path: Lawtel > UK > Cases > Advanced Search. The main search area is titled 'SEARCH LAWTEL CASES' and includes a tip: 'Tip: Hold down the Ctrl key to select more than one Subject or Court'. The search fields are: Case Name (text input), Free Text (text input with a magnifying glass icon), Citations (text input), Dates (From and To date pickers), Subject (a dropdown menu with options: Accountancy, Administration of justice, Administrative law, Agency), Keywords (text input with a magnifying glass icon), and Courts (a dropdown menu with options: Supreme Court, House of Lords, Privy Council). On the right side, there are links for Content, Citations, Abbreviations, Subject List, and Court Dates, followed by a 'Latest Cases' section.

CASES COVERAGE

Cases date back to 1980 and are updated within 24 hrs. Lawtel includes cases that are NOT reported elsewhere. There are approximately 60,000 oral and written judgments. Pending Actions allows you to track actions from the initial stages right through to a High Court decision.

TOP TIP!

- Lawtel covers the lower courts, higher courts and specialist courts
- Lawtel is a court reporting service that also reports on Extempore (Oral) decisions

CASES

CASES SCREEN

The cases search template allows you to refine your search by entering additional information like Subject, Court and citation, hence retrieving fewer results. The links on the right provide help and guidance on cases content.

CASES ADVANCED SEARCH

Refining Tools- the Keyword Wheel helps you to target case searches more accurately.

Keyword wheel:

Drunk on an aircraft

Then search:

Subject:

Defamation

Free text:

Football

Your results are returned in reverse chronological order with the latest case first.

Select the cases you want using the check boxes and click to Print, Save or Email your results.

TOP TIP!

- To narrow down your results, edit your search and enter more search terms into the relevant search boxes
- The more information you enter the fewer, more relevant results you will retrieve

Edit search

BRUCE GROBBELAAR

Once you have edited and run your new search you will retrieve fewer results.

Go to the result: **BRUCE GROBBELAAR 2002.**

TOP TIP!

- Each result in the results list provides a synopsis of the case
- This means you don't have to click into every result to find out what the case is about!

CASES

TOP TIP!

- Lawtel cases are updated within 24 hrs of the judgment, but they are frequently updated the same day!
- The result headline shows the judgment date
- The date a case is added is often the same date as the judgment

Case Comments – provide expert commentary on the legal significance and impact of cases. Case Comments are written by experts in the field of the case.

TOP TIP!

- Always check if the case has been reported in a law report
- If there are no full text case reports available yet for the case, you can cite from the transcript on Lawtel and use this in moots!

QUANTUM REPORTS

Free Text:	"Full Recovery"
Body Part /Condition	Ankle
Gender	Male

The results retrieved are quantum reports.

Click on the result [RICHARD ARMSTRONG v SURREY COUNTY COUNCIL](#)

TOP TIP!

- Searching Quantum Reports will be helpful when studying Tort Law

CASES QUESTIONS

Q1

Find the case that will tell you what was Mr M Smallwood going to buy in his break on 9 August 1996?

Q2

What was dressed as a waiter in Waseem Ghias' case?

Q3

England's first case for libel on Twitter began at the High Court on March 5, 2012 – where was the person who instigated the suing from?

Q4

What was Mohamed Barry's job before he suffered a serious road accident and was unable to work in December 2008?

Q5

What kind of quantum damages would be available for a female who suffered from a dog bite to her wrist?

LEGISLATION

The screenshot shows the LAWTEL website interface. At the top, there is a navigation bar with links: Lawtel Home, My Lawtel, My Folder, My Updates, RSS Feeds, Help, and Log Out. Below this, the LAWTEL logo is on the left, and a user login status 'You are logged in as LLONGHURST' is on the right. A main navigation menu includes HOME, CASES, LEGISLATION (which is highlighted), ARTICLES & PRESS, and SPECIALIST AREAS. Below the menu, there is a breadcrumb trail 'Lawtel > UK > Legislation' and a link to 'Legal Services (Scotland) Act 2010 asp.16 - Click Here -' with a clock icon. The central section is titled 'SEARCH LEGISLATION' and contains a search input field. Below the field are four checkboxes: 'Statutes', 'Parliamentary Bills', 'Statutory Instruments', and 'Command Papers'. At the bottom of the search section are 'From:' and 'To:' date pickers, and 'SEARCH' and 'CLEAR' buttons.

LEGISLATION SCREEN

Search templates - refine your search for Statutes, Statutory Instruments, and Command Papers and Parliamentary Bills.

Legislation calendars - track key dates in legislation, including: Bills being read, SIs and Acts coming into force.

LEGISLATION

TOP TIP!

- Search the legislation calendar by subject or keyword to check the latest law by topic
- Legislation calendars really help to keep up to date with the latest legislation - great for assignments!

BROWSABLE LEGISLATION

Browse to [Access to justice act](#)

STATUTES

Select the statutes link in the advanced search or from the navigation drop down.

Enter Title: *"Competition act 1998"*
Origin: *"Westminster"*

TOP TIP!

- Enter the year of the act if you know it, but if you don't you will retrieve acts that are available from different years

Statutory Status Table - shows the amendment history of the statute. Repealed means the whole section has been repealed. Repeals mean a section has been partially repealed.

TOP TIP!

- The Statutory Status Table is updated the same day as amendments are made
- Check the statutory status table to make sure legislation is up to date

LEGISLATION

COMMAND PAPERS

Command papers include White and Green government papers (which come before a bill).

CPR

Free text search: "Payment into court"

BILLS

Free text search: "Anti social behaviour bill"

Go to bill no. 83 which is the anti social behaviour bill.

TOP TIP!

- Lawtel bills show all of the stages of the bill with links to drafts on the parliament website
- If a bill makes royal assent the date will be give with a link to the act it became

LEGISLATION QUESTIONS

Q1

Using Browseable Legislation how many sections of the Architects Act 1997 has been cited in cases?

Q2

Is section 2 of the Bribery Act 2010 in force? When did it come into force?

Q3

Nicola Sturgeon MSP introduced a Bill on the minimum price for alcohol in which country?

ARTICLES

Access the Articles Index link from the main screen or click on the Articles & Press in the navigation bar – the dropdown menu links to other Articles & Press.



The screenshot shows the LAWTEL website interface. At the top, there is a navigation bar with links: Lawtel Home, My Lawtel, My Folder, My Updates, RSS Feeds, Help, and Log Out. Below this, the LAWTEL logo is on the left, and a user login status 'You are logged in as LLONGHURST' is on the right. A main navigation bar contains links: HOME, CASES, LEGISLATION, ARTICLES & PRESS, and SPECIALIST AREAS. The 'ARTICLES & PRESS' link is highlighted. Below the navigation bar, there is a search section titled 'SEARCH ARTICLES & PRESS'. It includes a search input field, two checkboxes for 'Articles Index' and 'News & Press', and date selection fields for 'From' and 'To'. At the bottom of the search section are 'SEARCH' and 'CLEAR' buttons.

ARTICLES INDEX

Journal articles are abstracted. There are approx. 90 journals which date back to 1995. The coverage varies for each individual journal.

ARTICLES SEARCH

Publication: British Tax Review
Summary: Stamp Duty

Results are listed in reverse chronological order.
Result displayed headlines - link to article abstract.

News and Press - concise abstracts of legal and regulatory developments

ARTICLES AND NEWS & PRESS QUESTIONS

Q1

In European Intellectual Property Review who has 'moral rights and that ain't bad'?

Q2

What budget related ailment is referred to in the Times, March 13, 2008?

Q3

In Insolvency Law & Practice, in which zone where Trust accounts trading in?

Q4

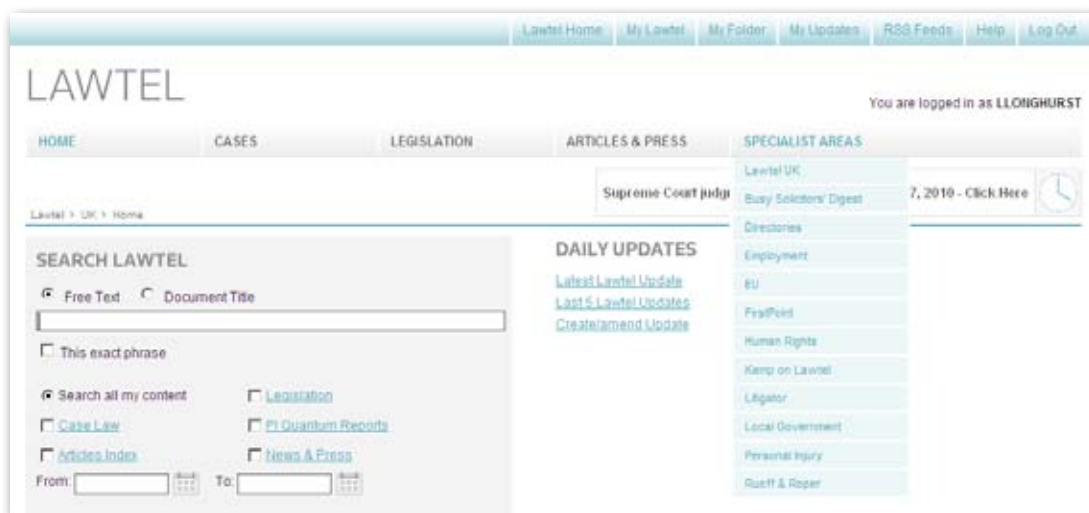
An article in Building (2011) discusses the vagueness surrounding the period between contractors becoming insolvent and insolvent. What is the title of the article?

Q5

According to the Daily Telegraph, Shearman and Sterling is investigating how an indiscreet email sent by one of its trainee solicitors, was sent round the world – what was this email about?

SPECIALIST AREAS

For each specialist area, for example Personal Injury, the navigation bar gives you content for the Personal Injury practice area. When you run your cursor over content links you will find a drop menu with further content links. "Home" takes you back to specialist home. "Lawtel Icon" Takes you to Lawtel Home Page. From the Personal Injury welcome page you can run a cross database search for Personal Injury content. Other specialist areas include: Human rights, Employment and Local Government.

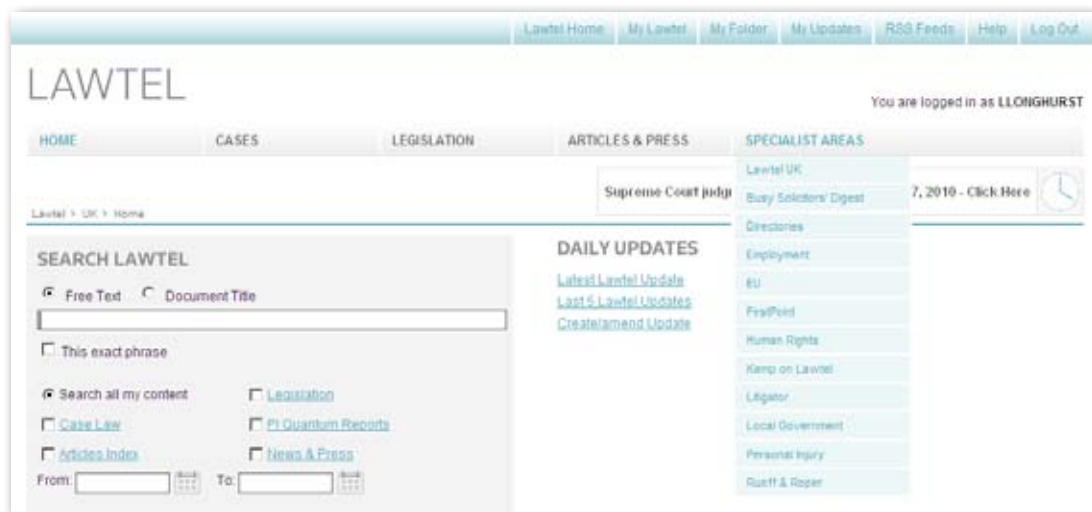


TOP TIP!

- Specialist areas give content and practice tools for researching a specific practice area

LAWTEL EU

The navigation bar gives you content for EU Practice area. Hover your cursor over the content links for a drop down for further content. “Home” takes you back to specialist home. The “Lawtel Icon” Takes you to Lawtel Home Page. The EU home page contains a cross database search for EU content.



TOP TIP!

- Use Lawtel EU before Westlaw
- Lawtel EU has been written in plain English and has summaries of cases and legislation so it's easier to understand!

EU PRACTICE TOOLS

Nicknames - gives the common names for directives. Go to the Anti Spam Directive. The summary describes the directive plain English - a lot easier to understand!

LAWTEL EU

TOP TIP!

- Legislation nicknames give the common names for directives so you can locate them easily!

EU Glossary - defines terms i.e. AG Attorney General / Green papers.
We've built the glossary and it's a great research tool!

Glossary of EU court- gives a list of all the member state courts and their hierarchy

EU legislative Process - Diagram of EU legislative process

EU CASES SEARCH

Case Name: **Dassonville**

ADOPTED LEGISLATION SEARCH

Legislation that's in force: Regulation, Decision, Directive recommendation.

Free Text Search: **"Working time" Directive**

Select result "CODIFIED DIRECTIVE ON THE ORGANISATION OF WORKING TIME
(WORKING TIME DIRECTIVE"

TOP TIP!

- EU legislation on Lawtel includes a summary as well as a link to the full text
- This means it's easier to understand EU legislation

Lawtel has an abstract summarising the directive. Link to the full text commission document from OJL in Celex.

PROPOSED LEGISLATION

Proposed legislation is similar to UK Bills - i.e. draft legislation. Other Member States can propose legislation; this is included in the content.

LAWTEL EU

TREATIES

Treaty of Lisbon – Go to Browse TEU/TFEU. The treaty is listed article by article.

Treaty of Lisbon Ratification Table – Go to TOL Ratification Table. Shows when individual member states ratified the treaty.

Free text Search: [Nice](#)

Results are listed article by article.

MERGER DECISIONS

Lawtel tracks the development of merger cases from notification to final decision.

The summaries include links to the official documents and related press releases.

Free text Search: [Thomson Reuters](#)

LAWTEL EU QUESTIONS

Q1

- What is Directive 2003/42/EC about?
- Do we carry the full text on Lawtel?

Q2

- Find the merger decision between Cadbury and Kraft.
When was the acquisition cleared by the commission?

BUSY SOLICITORS DIGEST

The Busy Solicitors Digest (BSD) contains specialist articles written for Lawtel by leading practitioner's law firms and chambers. The BSD contains a round up of all case law, and legislation

The screenshot shows the Lawtel website's search interface for the Busy Solicitors Digest (BSD). The top navigation bar includes links for Lawtel Home, My Lawtel, My Folder, My Updates, RSS Feeds, Help, and Log Out. The user is logged in as LLONGHURST. The main navigation menu includes HOME, MONTHLY ROUND-UP, EDITORS, and SPECIALIST AREAS. A search bar is present with the text "Search an extensive database of Case Commentary - Click Here -". The left sidebar contains the "SEARCH BUSY SOLICITORS' DIGEST" section with a tip: "Tip: Hold down the Ctrl key to select more than one subject". The search fields include: Free Text, Subject (with a dropdown menu showing Accountancy, Administration of justice, Administrative law, and Agency), Keywords, Date of Analysis (From and To date pickers), Legislation cited (with a dropdown menu), and Case Law cited. The right sidebar features the BSD logo and links for Content, Citations, Abbreviations, and Subject List. The bottom of the search section has SEARCH and CLEAR buttons.

Lawtel Home My Lawtel My Folder My Updates RSS Feeds Help Log Out

LAWTEL

You are logged in as LLONGHURST

HOME MONTHLY ROUND-UP EDITORS SPECIALIST AREAS

Search an extensive database of Case Commentary - Click Here -

Lawtel > Busy Solicitors' Digest > Home

SEARCH BUSY SOLICITORS' DIGEST

Tip: Hold down the Ctrl key to select more than one subject

Free Text:

Subject:
Administration of justice
Administrative law
Agency

Keywords:

Date of Analysis: From: To:

Legislation cited:

Case Law cited:

SEARCH CLEAR

BSD
Busy Solicitors' Digest

[Content](#)
[Citations](#)
[Abbreviations](#)
[Subject List](#)

KEMP ON LAWTEL

Kemp on Lawtel is the authority on quantum reports plus other personal injury practice tools. When you run your cursor over content links you will find a drop menu with further content links. "Home" takes you back to specialist home page. The "Lawtel Icon" takes you to Lawtel Home Page

The screenshot displays the Lawtel website interface. At the top, there is a navigation bar with links: Lawtel Home, My Lawtel, My Folder, My Updates, RSS Feeds, Help, and Log Out. Below this, the main header area includes the Lawtel logo, a login status "You are logged in as LLONGHURST", and a secondary navigation bar with tabs: HOME, QUANTUM REPORTS, JSB GUIDELINES, PRACTICE TOOLS, SCHEDULE OF DAMAGES, and SPECIALIST AREAS. A banner below the tabs states: "Quantum database includes over 4,500 reports covering both court awards & out of court settlements". The main content area is divided into three columns. The left column, titled "SEARCH QUANTUM REPORTS", contains search filters: Free Text, Case Name, Court, Judge, and a date range (From: To:). Below these filters are radio buttons for "Reverse Chronological" (selected), "PSLA Amount", and "Award Type", followed by "SEARCH" and "CLEAR" buttons. The middle column contains links: Content, Cases, Abbreviations, and Subject List. The right column, titled "KEMP & KEMP THE QUANTUM OF DAMAGES", lists several names: WILLIAM NORRIS QC, CHARLES CORY-BRIGHT QC, PETER ANDREWS QC, MARTIN SPENCER QC, ANDREW PITCHER QC, MURIS LYONS, and EDWARD BISHOP.

KEMP ON LAWTEL: BASIC QUANTUM REPORTS SEARCH

Search by Case Name: **Pyne v Brown**

The result retrieved is a quantum report.

QUANTUM REPORTS TAB

There are several ways to access Quantum Reports. Hover your cursor over the Quantum Reports tab to display the dropdown menu.

KEMP ON LAWTEL

QUANTUM REPORTS TAB: ADVANCED SEARCH

The advanced search is the same search template you access from the PI Quantum reports link in cases.

Free Text	"full recovery"
Main Body Part	ankle
Gender	male

The results retrieved are quantum reports. Click on the result for RICHARD ARMSTRONG v SURREY COUNTY COUNCIL.

QUANTUM REPORT

Total Damages £1625

PSLA £1600 - RPI (retail Price Index i.e. inflation) £1916 inflation added from when accident happened to when it was awarded varies

Actuarial (Ogden) Tables -

Statistical tools to determine PSLA Damages – Pain Suffering Loss of Amenity

JSB Guidelines - 8th Edition (Latest) - Guidelines for set amount for specific Injuries

– ranges relate to severity of injury.

Interest Calculator- Calculates how much interest you could have made from the dates the injury happened to the date it was settled

From:	07 /09/2000
To:	25/11/2002
Interest Rate:	1.3
Amount:	£1,625
Interest Type:	Single

From 2000 to 2002 2 years interest is £ 46.82 The interest amount would be set by the court (these rates can be found in the white book)

KEMP ON LAWTEL

Inflation Calculator - calculates the how much damage would be today

Amount settled i.e.: £1625

Settlement date: 25/11/2002

QUANTUM REPORTS TAB: BROWSE QUANTUM REPORTS

To do this select: "browse quantum reports" link from the dropdown menu

QUANTUM REPORTS TAB: SUBMIT QUANTUM REPORTS

Practitioners can submit their own quantum reports by downloading and filling in a form. Lawtel users will also be able to search across submitted reports

QUANTUM REPORTS TAB: BROWSE KEMP CLASSIFICATIONS

To locate quantum reports classified by injury type:

Kemp Injury Classification E4 (Taste & Smell)

QUANTUM REPORTS TAB: SEARCH KEMP CLASSIFICATIONS

Select G1 (shoulder) and G2 (collarbone)

Search by Free Text road traffic

KEMP ON LAWTEL

JSB GUIDELINES TAB:

Guidelines indicate a set amount for specific Injuries – ranges relate to severity of injury.

There are several ways to access JSB Guidelines. Hover your cursor over the JSB Guide lines tab to display the dropdown menu.

JSB GUIDELINES TAB: BROWSE GUIDELINES

Scroll down and select deafness (Chapter 4B)

Green links to cases citing guidelines

JSB GUIDELINES TAB: SEARCH

To perform a JSB Guidelines search either click on the “JSB Guidelines” tab or select “Search Guidelines” from the dropdown menu.

Search by Free Text deafness

Also point out green links to cases citing guidelines

PRACTICE TOOLS TAB

There are several Kemp on Lawtel Practice Tools. Hover your cursor over the Practice Tools tab to display the dropdown menu.

PRACTICE TOOLS TAB: CALCULATORS / ACTUARIAL (OGDEN) TABLES

Statistical tools to calculate determine PSLA Damages – Pain Suffering Loss of Amenity

See page 7, the purpose of the Ogden Tables – “The Tables are designed to help in the calculation of future pecuniary losses.

KEMP SCHEDULE OF DAMAGES APPLICATION (SODA)

To open the SODA applications go to SODA Link. Click on “Download Now” when prompted.

Enter your username and password.

WHAT IS SODA?

SODA is a software application that enables you to complete a damage schedule by inserting into an easy-to-use spreadsheet, information about the case for example: Type of injury, date of accident, medical expenses, and loss of earnings.

It also includes eight calculators to help you make further adjustments. Once you have completed the spreadsheet SODA uses the information you have inputted to create a schedule of damages document in the legally required format.

KEMP SCHEDULE OF DAMAGES APPLICATION (SODA)

USING SODA

The left hand navigation bar lists the display, calculators and Ogden tables. To use SODA work through display from top to bottom using the calculators and Ogden tables to help you. The right hand side of screen shows the display.

SODA PREAMBLE

Select:	Acting for Claimant
Case Name (SOC):	Prince V Giles
You're Reference (SOC):	QB123X
Full Name of Claimant (SOC):	Paul Prince
Full Name of Defendant (SOC):	Bernard Giles
Court (SOC):	QBD
Case Number (SOC):	QB123X
Claimants Age at Injury (AQ, Personal Details):	32
Claimants Age Settlement (AQ, Personal Details):	36 (Current Age)
Date of Incident (AQ, Accident Details):	21st March 2004
Nature of Injury (AQ, Other details, Injuries):	PP suffered damage to spine.
Claimants Life Expectancy (SODA)	Table Categories: Other tables Expectation of Life Table Age: 36 / Gender: Male 46.8
Life Multiplier	Multipliers for loss of earnings to pension age 65 (males) 20.05
Claimants Date of Birth (AQ, Personal Details):	19/11/1971
Estimated Date of Trial (Memo):	Case management Conference 11th June 2007, trial is normally 2 weeks later i.e. 25th June 2007
Narrative:	Facts of case

KEMP SCHEDULE OF DAMAGES APPLICATION (SODA)

SODA HEADS OF DAMAGES

Complete "Heads of Damage" using the list of losses document:

1. "Add Head of Damage" Button > Add your Own Head of Damage > Enter Vehicle:
"Add Sub Item" Button > Title "BMW Motorbike" > Lump Sum > £3,000
2. "Add Head of Damage" Button > Add your Own Head of Damage > Enter Clothing
"Add Sub Item" Button > Title "Pair of Trousers (New)" > Lump Sum > £50
"Add Sub Item" Button > Title "Shirt" > Lump Sum > £12
3. "Add Head of Damage" Button > Travel Costs
"Add Sub Item" Button > Title "15 trips to hospital as out patient @ £10 per trip (taxi fares)">
Multiplication > 10*15
4. "Add Head of Damage" Button > Loss of Earnings
"Add Sub Item" Button > Title "Salary"
£900 per month between 22nd April 2004 to *25th June 2007

> USE TIME ELAPSED CALCULATOR ON LEFT HAND NAVIGATION BAR

> DATE FROM: 22ND APRIL 2004

> DATE TO: 25TH JUNE 2007

> UNITS OF TIME: MONTHS

> TIME ELAPSED: 38.10

> MULTIPLICATION 900*38.10

KEMP SCHEDULE OF DAMAGES APPLICATION (SODA)

"ADD SUB ITEM" BUTTON > TITLE "SSP"

£75 PER WEEK FROM 22ND APRIL 2004 TO 10TH MAY 2004

> USE TIME ELAPSED CALCULATOR ON LEFT HAND NAVIGATION BAR

> DATE FROM: 22ND APRIL 2004

> DATE TO: 10TH MAY 2004

> UNITS OF TIME: WEEKS

> TIME ELAPSED: 2.57

> MULTIPLICATION > -75×2.57

SODA Document Text - Creates a Schedule of Damages document in the legally required format.

Exporting the Schedule of Damages Document - Go to the toolbar at the top of the screen and click on "Export" to save your file as a word document.

KEMP SODA QUESTIONS

Q1

- How much in damages did Drew Puxty get for injuring his thumb in 2008?
- How much would this award be worth today?

Q2

- How many cases have 6 to 10 year olds received between £5,000 and £20,000 total damages?
- What is the date of the latest case?

Q3

- What is the maximum amount of general damages awarded for an injury to a thumb?

Q4

- How many cases has J Black QC judged?

Q5

- What is the case involving Ms Otalor regarding?

Q6

- What are Kemp classifications E4 and E5 about? How many cases are covered by these classifications? How many of those cases also include damage to an ear?

Q7

- How many days have elapsed from 23/10/90 to 30/12/03? How many years is this equivalent to?

Q8

- Using Table 4 of the Ogden Tables (females), (Multipliers for loss of earnings to pension age 50) what is the multiplier for a female aged 20 at trial with a rate of return of 3%?

LAWTEL LITIGATOR

Lawtel Litigator is a practical tool designed especially for litigation practitioners. It contains a selection of procedural guides, which provide step by step guidance and links to relevant forms, precedents, cases, legislation.

The screenshot shows the Lawtel Litigator web application. At the top, there is a navigation bar with links: Lawtel Home, My Lawtel, My Folder, My Updates, RSS Feeds, Help, and Log Out. Below this, the main header displays 'LAWTEL' and 'You are logged in as LLONGHURST'. A secondary navigation bar includes links for HOME, QUANTUM REPORTS, JSB GUIDELINES, PRACTICE TOOLS, SCHEDULE OF DAMAGES, and SPECIALIST AREAS. A banner below the navigation bar states: 'Quantum database includes over 4,500 reports covering both court awards & out of court settlements'. The main content area is titled 'SEARCH QUANTUM REPORTS' and features a search form with fields for 'Free Text', 'Case Name', 'Court', and 'Judge'. There are also 'From' and 'To' date pickers. Below the search fields, a message says 'Please specify the order in which your search results should be displayed' with three radio button options: 'Reverse Chronological' (selected), 'PSLA Amount', and 'Award Type'. 'SEARCH' and 'CLEAR' buttons are at the bottom of the form. To the right of the search form, there are links for 'Content', 'Citations', 'Abbreviations', and 'Subject List'. Further right, a section titled 'KEMP & KEMP' lists 'THE QUANTUM OF DAMAGES' and several names: WILLIAM NORRIS QC, CHARLES CORY WRIGHT QC, PETER ANDREWS QC, MARTIN SPENCER QC, ANDREW PITCHER QC, MURRAY LYONS, and EDWARD BISHOP.

PROCEDURAL GUIDES

Link to procedural guides > Civil Procedure > Application for a Summary Judgment

The procedure is split into steps, stages and individual guidance.

Once in the procedure link to: 1. Quick reference > 1.1 General terms

The guidance for this stage is displayed on the right with links to either external websites, or links to cases, legislation or secondary sources in Lawtel.

TOP TIP!

- Lawtel Litigator's procedural guides are easier to use than the White Book!
- Litigator is free! All the information comes from the Civil Procedure Rules!

LAWTEL LITIGATOR

PRECEDENTS

For the more experienced practitioner who doesn't need step by step guidance linking to precedents provides the relevant forms:

Browse to > [Application for a Summary Judgment](#)

RULES

Provides links to the consolidated text of the Civil Procedure rules.

Browse to > [Rule 36.6](#)

The bottom of the screen provides links to practice directions. The top of the screen provides links to CPR Amendments.

LAWTEL LITIGATOR QUESTIONS

Q1

- Browse the civil procedure rules amendments.
- When they were last amended?

Q2

- Which Practice Direction deals with offers to settle and payments into court?

LAWTEL PRECEDENTS

Lawtel Precedents is a fully comprehensive precedents library service. Drafting guides provide expert guidance and support in drafting a precedent. It has been designed to support busy practitioners so they can spend their time adding their expertise rather than assembling documents. Essentially it's a tool to draft and assemble precedent documents.

WHAT IS A PRECEDENT?

Precedents are: Forms, Contracts, Template documents, Disclaimers, Letters, Agreements etc and they are made up clauses or paragraphs.

LOGGING ON AND THE WELCOME SCREEN

Lawtel Precedents has a separate logon to other Lawtel services. Go to www.lawtel.com
Go to the bottom right hand corner log onto Lawtel Precedents. Click on the "Enter button" to log in.
Tick Remember Login to void logging in each time.

LAWTEL PRECEDENTS

LAWTEL PRECEDENTS HOMEPAGE

The top navigation tool allows you to personalise your service.

The solutions navigation bar - lists the individual practice area solutions you subscribe to, i.e.

Property, Commercial.

From the main body of the screen you can access precedents. There are two ways to access precedents by searching or browsing.

BROWSING PRECEDENTS

On the left hand side of the screen you can access precedent index lists by title or category. The Browse lists replicate functionality from the loose leaf where you could browse precedents by title or category.

SEARCHING FOR PRECEDENTS

On the right hand side of the screen you can search for precedents.

Here you will search across precedents from all of the practice area solutions you subscribe to.

PROPERTY SOLUTION

The property solution contains over seventy commercial property precedents. It was launched in March 2007 and was the first precedents solution launched. The precedents are Commercial Property only not residential Property.

Content is from Sweet and Maxwell's: Practical lease precedents, Practical Conveyancing Precedents, Commercial Property Development Precedents, with additional drafting guides created by the in house expert editorial team.

LAWTEL PRECEDENTS

SEARCHING FOR PRECEDENTS

Broad searching use free text

Free Text: **Planning**
Precedent Keyword **Construction contracts**

The results are split up across two tabs: Precedents and clauses.

Go to the result: [Project management/ co-ordination agreement](#)

THE PRECEDENT DOCUMENT

The screen is split into two. On the right the precedent document is displayed.

The words planning and construction contracts are highlighted in yellow.

The left hand panel provides a dynamic table of contents for the document.

There is a black arrow next to the precedent showing you that this is the document you are looking at. Underneath there is a link to:

1. the drafting guide which provides guidance and commentary to accompany the precedent
2. Supporting information – additional supporting commentary

View full screen – you can hide the left hand navigation panel and just view the precedent, using the + and – icons at the top left hand corner of the screen.

Select **Clause 4 > Sub Clause 4.3**

Clause you are looking at is shaded grey.

TOP TIP!

- You cannot fill out the precedent online you need to download it first!

LAWTEL PRECEDENTS

Drafting guidance - Table of contents on left link to for that clause (D icon)
Black link showing you you're in drafting guide.

BROWSING

There are two ways to browse: Using the alphabetical index by title or using precedent index by category.

Browsing the alphabetical list: M > mandate letter

Browse a list of Property precedents by subject select the Browse list: Property precedents by category
> finance > mandate letter

TOP TIP!

- If there are no drafting guide icons the precedent isn't that complicated.
- There is an overall drafting guide, not by paragraph or cause.

OTHER PRECEDENTS SERVICES

Employment Precedents Solution - Employment Precedents was launched May 2007. The service contains over 250 most significant employment precedents and clauses. The content came from the following Sweet and Maxwell titles; Employment Precedents and Company Policy documents, Transfer of Undertakings (Protection of employment).

Commercial Precedents Solution - Commercial Precedents Solution was launched June 2007. The service contains over 200 key commercial precedents. The content came from Sweet and Maxwell's Practical Commercial Precedents.

Wills Precedents Solution - Wills Precedents Solution was launched in 2008. It contains over 290 key precedents. The content came from Sweet and Maxwell's Practical Wills Precedents.

Trusts Precedents Solution - Trusts Precedents Solution was launched 2008. The service contains over 230 key precedents. The content came from Sweet and Maxwell's Practical Trust Precedents with the authority of Withers documents.

LAWTEL PRECEDENTS QUESTIONS

Q1

- What is the name of the form you need to make application for an official search?

Q2

- Download the Acceleration Deed but only clauses 1, 2, 3 and 5.
- How many clauses have drafting guides?
- Which other document gives you supporting commentary?

